

MEETING OF THE BOARD OF LIBRARY TRUSTEES

Tuesday, May 8, 2018

MINUTES

Location: Robbins Library Community Room

Call to Order

Chairperson Adam Delmolino called the meeting to order at 7:26 pm, and in attendance were Trustees Heather Calvin, Kathy Fennelly, Jonathan Gates, Amy Hampe, and Joyce Radochia. Andrea Nicolay, library director was in attendance. Trustee Lois Rho was absent.

Guests in attendance: Rosemary Waltos, Massachusetts Board of Library Commissioners, Library Building Specialist; Karin Barrett, Arlington Libraries Foundation, Chair.

Mass Board of Library Commissioners Report on Construction Grants

Rosemary Waltos introduced herself to the board and provided a background on the program and an overview of the process for the library construction grant program for capital improvements. She noted that the timeline for the next grant round is tentative but at least a few years out. She discussed the two programs, their application processes, deliverables, the MBLC review/selection process, typical award amounts and payment timeline and other related topics. The first is a planning and design grant (last round was in 2014, made \$50,000 awards with Town match of \$25,000; process takes about 2 years to complete) followed by a construction grant (last round was announced 2016 with awards in 2017). She shared that the Library could only apply for one building at a time, with the Town's approval (five years later could apply for the other building). Ms. Waltos discussed library design trends before concluding the overview and offering to consult with staff and Trustees as the project moves forward.

Reimagining Our Libraries Public Relations Update

Ms. Nicolay reviewed the latest Reimagining Our Libraries Public Relations Plan and the stakeholder conversations that will take place in the coming weeks. Trustees discussed the timelines and next steps.

Approval of Minutes (vote needed)

Ms. Fennelly moved to approve the minutes as amended. Ms. Radochia seconded the motion. The Board approved the minutes as amended.

Community Time

There were no members of the public present.

Appointment of Nominating Committee (vote needed)

Mr. Delmolino suggested that the Board consider Ms. Fennelly and Ms. Radochia as the nominating committee. Ms. Hampe moved to appoint Ms. Fennelly and Ms. Radochia as the nominating committee. Mr. Gates seconded the motion. The Board approved the motion.

Trust Liaison Report

As Ms. Rho was unable to attend, she provided a memo for the Trust Fund report. The discussion will be moved to the next meeting.

Winfield Robbins Art Prints Working Group Update

Ms. Nicolay reported that the list of outstanding questions were sent from Ms. Gentile to the Gallery and so the final payment is being held until the last pieces of information are received. Ms. Nicolay will check on the timing to have a follow up conversation with Doug Heim (Arlington Town Counsel), perhaps at the June meeting. Trustees discussed the next steps and the timeline.

Director's Report

Ms. Nicolay reviewed highlights from her April Directors report, including the approval of the FY19 budget. Discussed hiring changes and proposed shifts in responsibilities among positions. Ms. Nicolay will be joining the Minuteman Library Network Board of Directors.

Foundation Liaison Update

Ms. Nicolay and Ms. Fennelly reported there was no Foundation meeting in April.

Friends Liaison Updates

Ms. Radochia noted the Friends of the Robbins Library are having another clean up. Reminded about the May program with Richard Duffy on Arlington in 1918 as well as to renew annual membership. Other upcoming program with David Warrington and Richard McElroy in June about why a collectable book is collectable. Ruth Hersh led meeting as new Chair and Barbara Fulchino is Vice Chair. Mr. Delmolino reported the Friends of Fox Branch Library meeting where Ms. Nicolay discussed the ROL project. The new Chair is Pam DiBona, to be voted in later in May.

Communications and Announcements

There were no communications received.

Unanticipated Items

There were no unanticipated items.

Date of Next Meeting: June 12, 2018

The date of the next meeting will be Tuesday, June 12, 2018. Ms. Nicolay noted she would share the FY19 meeting date list at that time.

Adjournment (vote needed)

Ms. Calvin moved to adjourn. Adjournment was approved unanimously. Meeting adjourned at 9:27 p.m.

Materials Distributed:

- May 2018 Meeting Agenda
- Trust Fund 3rd Quarter Report
- Reimagining Our Libraries Public Relations Plan
- April 10 2018 Meeting Minutes
- April 2018 Director Report